

Terra Academy Founding Board Meeting Minutes

Date: June 15, 2015

Location: Utah Association of Public Charter Schools Conference, Utah Valley Convention Center, 220 West Center Street, Provo

Call to Order: 1:30 pm

Those in Attendance: Lianna Etchberger, Cassi Hays, Jared McKeachnie, Melissa Huber

Those Absent: Pam Rosal

Adjourned: 5:30

Approval of minutes:

1. Feb Corporate Board Meeting
Melissa Huber made a motion to approve the February Corporate Board Meeting minutes. Jared McKeachnie seconded the motion. All were in favor.
2. May Founding Board Meeting (no quorum)
Jared made a motion that no minutes were needed at the May Founding Board Meeting because no business took place due to lack of a quorum. He added to his motion that the recording of the presentation given by the Advisor Group be published so the public has access to it. Melissa seconded the motion. All were in favor. The YouTube URLs are:
 - Benefits proposal- https://www.youtube.com/watch?v=-syqh_J1HSo
 - Retirement proposal- <https://www.youtube.com/watch?v=Y1vZ0pU0D7g>
3. May Founding Board Emergency Meeting (audio recorded)
May Founding Board Emergency Meeting Minutes were read by Cassi Hays. Melissa made a motion to approve the minutes. Jared seconded the motion. All were in favor.

Informational Items:

1. Board Development- Discussed the conference New Board Member Boot Camp information and ideas created from what was learned.
Outcomes of discussion:
 - Add discussion of board roles to July agenda
 - Create a time line for reporting and a system for other regular action items ie; policy review. Will create an annual calendar items folder in the reference section.
2. Director's Report:
No notable changes with the finances.
Making progress with teachers.
Building is on schedule.
Curriculum committee meet two times month. Need to finish RFP to complete online curriculum.
Mailbox and communication technology will be completed by mid July.
Working on lunch program.

Action Items:

1. Budget- Participated in a budget hearing with Max Meyer and Justin from Charter Solutions.

Jared made a motion to approve the budget with the addition of \$20,000 to substitute teachers and with the intent is to purchase our building as soon as possible. We will work to have net income that is equal to 10% of total revenue. We will put this goal back on the agenda in January to reevaluate. Melissa seconded the motion. All were in favor.

2. Benefits and Retirement Packages for Terra Employees

Retirement- Jared made a motion to approve the retirement proposal and contract with AXA and authorize board chair, Lianna Etchberger to sign the documents. The initial school contribution will be a 4% dollar per dollar match and a 4% gift. Melissa seconded the motion. All were in favor.

Benefits- Melissa made a motion to postpone approving the benefits proposal until next board meeting. Jared seconded the motion. All were in favor.

3. Policies

After discussion and minor edits, Jared moved to ratify policies:

03-107, Graduation Requirements

03-117, Civil Rights in Single-Sex Classes

05-103, Employee Attendance and Absence Leave

05-106, Employee Discipline

05-107, Employee Travel and Reimbursement

05-109, Employee Network Use (note name change)

05-112, Evaluation and Compensation Schedules

Melissa seconded the motion. All were in favor.

Upcoming Events:

Next board meeting will be Friday June 19, 2015 at 1 pm at USU (to finish policy ratification).